

**ARKANSAS DEPARTMENT OF HUMAN SERVICES
STATE INSTITUTIONAL SYSTEM BOARD**

Division of Behavioral Health Services
Arkansas State Hospital
305 South Palm Street
Little Rock, AR 72205

January 10, 2013

Members Present: Stephen Foti, Vice Chairman
 Dianne Thomas, Secretary
 Micheal Burden
 Bonnie Coates
 Doug Kidd
 Don Purcell

DHS Staff Present: Steve Jones, DHS Deputy Director
 Ronald Angel, Director, Division of Youth Services
 Jennifer Gallaher, Director, Division of Behavioral Health Services
 Breck Hopkins, Office of Chief Counsel
 Jay Hill, Administrator, Arkansas Health Center
 Eddy Boyd, Maintenance Supervisor, Arkansas State Hospital
 Doyle Young, Program Administrator, Division of Youth Services
 William Ketcher, Division of Youth Services
 Liz Ganahl, Division of Youth Services

Mr. Stephen Foti, Vice Chairman, called the meeting to order at 1:30 p.m.

Mr. Foti thanked everyone for coming.

APPROVAL OF MINUTES FROM October 11, 2012 MEETING

Ms. Bonnie Coates made a motion for the minutes of October 11, 2012 meeting to be approved. Mr. Micheal Burden seconded the motion. Motion was passed.

DIVISION OF YOUTH SERVICES REPORT (DYS)

The Division of Youth Services (DYS) quarterly report had been previously distributed to the Board and is attached to the minutes.

Mr. Doyle Young presented each Board member with a binder containing information on the DYS Residential Services. Mr. Young reported it contained information on all of the facilities, including pictures of each facility, square footage, roof information and much more. Mr. Young stated when he is referring to a facility; the Board members could refer to that facility in the binder. Mr. Young stated the binder would be updated on a regular basis. The Board members thanked Mr. Young for a very nice and useful binder.

Mr. Young introduced Mr. William Ketcher, Construction Manager for DYS.

Mr. Young presented the DYS report.

Mansfield Juvenile Treatment Center:

Mr. Young reported the concrete overflow in the 80 acre lake at Mansfield is leaking causing water to drain from the lake. McClelland Engineers approved to dig a drain through the dam and use a culvert for overflow. The existing weir was pumped with concrete which sealed the leak. The solution has been successful and the lake is recovering water.

McClelland Engineers, along with the cooperation of a general contractor, are working to fulfill the requirements of the Waste Water Treatment Plant (WWTP) Domestic Sewage Discharge Permit. McClelland has completed the testing to place it in condition for accreditation. The specialized equipment has been ordered and delivered but there has been a delay in being able to find a contractor to install the instrument at the sewer pond site. After the equipment is installed the engineer will inspect and then a final inspection by the Arkansas Department of Environmental Quality (ADEQ) will take place.

Lockeby and Associates Engineering firm was hired to review the unused buildings for demolition. The cost of demolition was estimated to be in excess of \$300,000. The Division cannot afford to proceed with demolition and will review other options including fencing off the buildings.

The emergency water pump quit working during the low water. The pump motor was tested and is in working order. The actual water pump is below grade and requires the pump house roof to be dismantled for access to the pump. Roof removal is pending to inspect the pump.

Ms. Bonnie Coates asked how many buildings were to be demolished. Mr. Young stated 4 buildings and they have asbestos in them and that is the reason for the high cost of demolition. Mr. Angel reported he spoke with the Fire Department in Mansfield and asked if they would like to burn them for training? Mr. Angel was told because of the asbestos that would not be possible.

Colt/Harrisburg:

Due to the cost of the project we are required to follow Arkansas Building Association (ABA) bidding requirement to reroof the buildings at Colt and Harrisburg. The initial estimate provided by a local roofer was in excess of \$100,000 for both facilities. Morris and Associates provided an estimate of \$86,000 for the project. We are hoping in the next 90 days we can get this approved by ABA and start re-roofing all the facility buildings that do not have a new roof.

Lewisville Juvenile Treatment Center:

Water at the facility is provided via a well and pump system. The water requires treatment to use for drinking. The treatment involves a reverse osmosis system and chlorine injector system. The water has a high iron content which is hard on all equipment that it touches. The system is 20 years old and the local maintenance technician has been patching the system together for the past few years but repairs are no longer manageable. We have asked Andy Franks, P.E. to evaluate and provide specifications to replace the treatment system.

DYS Facility Reports:**Arkansas Juvenile Treatment and Assessment Center:**

The Security Building was spray painted by Sanders Painting - \$1,520.00.

A pine tree fell on the fence and it has been removed and cleaned by Precision Excavating - \$1,580.50.

The alarm monitoring for 11 buildings was renewed with Simplex Grinnell - \$4,676.10.

The installation of a 7 ft counter base and a 16 ft counter top in Building 15 is being done by V's Construction - \$1,515.10.

Colt Juvenile Treatment Center:

The purchase and installation of a 6-strand fiber cable from the dormitory to the Admin Building was completed by Advanced Cabling - \$3,927.00.

The relocating of an existing 12 strand fiber cable from the attic to the rack location in the kitchen was completed by Advanced Cabling - \$2,758.32

Dermott Juvenile Correction Facility:

The replacement of an Air Unit in the hallway in the Educational Building has been put on hold to develop a better plan.

The replacement of the window unit and the addition of duct work to the Electronic room in the Education Building and the 2nd floor in the Dorm Building were completed by Barhams Heating & Air - \$2,071.00.

The Lift Station pump was repaired by Mark Doss - \$5,341.00.

Dermott Juvenile Treatment Center:

The roof leak repair at Gable and the repairs with roofing plastic cement were completed by Klaser Construction - \$708.50.

Three loads of SB-2 gravel were delivered by Pine Bluff Sand and Gravel - \$1,451.61.

The sewer lift station pump has been rebuilt and reinstalled by Mark Doss - \$5,232.00.

Lewisville Juvenile Treatment Center:

The conventional fire alarm panel battery was replaced by Simplex Grinnell - \$4, 2294.91

Mansfield Juvenile Treatment Center:

A power pole for the lagoon has been purchased by Yeager Hardware - \$260.51.

The purchase of a flow meter was delivered by Teledyne - \$4,800.51.

The installation of a tin horn and make a ditch to divert the water was completed by Ralph Pyles - \$4,224.58.

The concrete repair of the spillway was completed by Nabholz Construction - \$4,290.00.

The removal of rocks, debris and the finish dressing the area was completed by Ralph Pyles - \$1,287.00.

The ISCO bubbler flow meter has been purchased from Instrument & Supply - \$5,357.14.

A large hole was dug in the dam to determine the depth, size and type of the existing drain for the lake was completed by Nabholz Construction - \$1,925.00.

Pump repaired completed by Interstate Electric - \$639.11.

Pump repair completed by Butler & Cook - \$536.25.

The purchase and set-up of a prebuilt chemical storage building was completed by Roberts Construction - \$2,788.50.

Purchase of the parts and labor not covered under warranty for the compressor in B1 Dorm was completed by Air Care Systems - \$989.22.

The removal of two pine trees and dirt to fill in holes under the fence completed by Ralph Pyles \$1,179.75.

Mr. Angel reported T-2 fiber optic lines were being installed at all of the facilities to expand the bandwidth ability for the educational capabilities.

Mr. Young announced he is retiring at the end of June 2013 and thanked the Board for all of their support over the years.

Mr. Micheal Burden made a motion to approve the DYS report. Ms. Bonnie Coates seconded the motion. Motion passed.

DIVISION OF BEHAVIORAL HEALTH SERVICES REPORT (DBHS)

The Division of Behavioral Health Services (DBHS) quarterly report had been previously distributed and is attached to the meeting minutes.

Ms. Jennifer Gallaher reported they have continued to make progress at the Arkansas State Hospital and are looking to do some projects for the Arkansas Health Center. Ms. Gallaher stated she would give the report on the Little Rock Community Mental Health Center.

ARKANSAS STATE HOSPITAL (ASH)

Mr. Eddy Boyd presented the report for ASH.

New Roof for Forensic Administration & Visitation:

Mr. Boyd reported Colonial Roofing has replaced the roof on the Forensic Administration and Visitation Building using monies from the Governor's office. The project cost was \$117,760. ASH is waiting on close out documents from ABA. The warranty was submitted as a 15 year warranty but the architect specified that it be a 20 year warranty. We are working on making it a 20 year warranty.

Forensic Bathroom:

The suicide prevention fixtures contract has been awarded to Bradford & Scruggs. The project start date was October 8, 2012. The contractor has begun construction on Unit 6 upper of the Forensic building. Due to set backs in ordering Penal-Ware stainless steel toilets, vanity tops, and wall hung lavatories, the completion date has been delayed.

Forensic Activities Center Gym Flooring:

The flooring of the activities center has been completed by JPG Contractor for \$80,667. The 6,000 square foot gym floor was covered with a 10 mil rubberized covering and the 2,000 square feet of office and classroom space was covered with VC tile. This new floor makes it safer for the patients to use the facility. The money was provided by the Governor's office.

Audio Visual Camera System:

The video surveillance system upgrade for the hospital will replace the current camera system with a web based technology system to allow improved video footage and expand the camera coverage. The initial low bid of \$1,099,126.00 exceeded the amount allowed. Contract negotiations were recommended to move forward. Advanced Cabling Systems agreed to minor changes which reduced the cost of the project to \$446,823. Lockeby Engineers will prepare documents for re-submittal of the new bid amount to ABA.

New Flooring for Units 5 and 6:

The original project was to install the vinyl composition tile (VCT) in Units 5 and 6 with a cost of \$160,000. After much discussion it was decided not to install the VCT tile because the flooring in Units 5 and 6 are terrazzo and can be grinded down and polished. This will make the floors much easier to care for. The contract was awarded to Bradford Scruggs for \$100,000. The project will be completed using money from the Governor's office and was started on October 15, 2012. It was decided to use the remaining \$60,000 on doors and a locking system for patient rooms. At this time Unit 6 Upper has been completed.

ARKANSAS HEALTH CENTER (AHC)

Mr. Jay Hill presented the report for AHC.

Energy Conservation Measures:

Mr. Hill reported AHC has been added to the contract with Schneider Electric for upgrades in five key areas which will result in long term energy savings for the facility, 20 year average return. The cost will not impact the present facility budget. The five areas specified for improvement are:

Building 80 - Fluid cooler - \$596,374

Building 80 - Condensing boiler - \$89,979

Buildings 10, 21, 22, 80 - Programmable thermostats - \$298,126

Buildings 7, 10, 16, 18, 21, 22, 48, 80 - Lighting improvements - \$173,555

Building 7 - Window replacement - \$102,689

Total - \$1,260,723

Building 80 Sump Pumps:

Mr. Hill reported several sump pumps have been installed outside the Willow Court entrance to alleviate the underground water issue. Approximately 50-100 gallons of water are removed per day from the west end of Building 80. This measure is a step in the plan to prevent further water damage to the Maple and Willow Court floors due to the presence of an underground water source. The tile has been installed and Mr. Hill felt they had the water issue stabilized.

Water Reservoir:

At the end of July, 2012, the AHC water reservoir experienced an algae bloom resulting in an increased PH level of the water. The reservoir was treated several times with chlorine but the algae kept coming back. The City of Haskell purchases the bulk of the water produced and they loaned AHC a pump and the reservoir was drained to a level below three feet. Tommy Bonds of Bonds Engineering inspected the reservoir on December 14, 2012 and will provide a report on methods to repair the levee, as well as estimates on the cost to remove the excess dirt that has filled in the reservoir over the last 30 years. The extent of the levee damage is still unknown and AHC is still waiting for the cost estimate. Mr. Hill also reported the pump station was burglarized with \$5,000 worth of damage. The burglars cut the security alarm wire, cut the locks and the copper pipes were taken. The State police are now involved with the investigation of the burglary.

Cottage Lane:

Mr. Hill asked everyone to review the two handouts he provided and reported AHC has begun the process of renovating seven homes located on Cottage Lane for the purpose of resident housing. Building 70 will be closing to resident housing in August 2013 and placement options are being sought for the 50 residents residing on Aspen and Redwood Courts. The seven homes located on the grounds are currently utilized by Birchtree Communities. They will all require extensive upgrades, including emergency power, fire suppression systems, call-light systems and ADA structural changes to accommodate non-ambulatory residents.

Handout # 1 shows the estimated costs for in-house renovations and are projected to be \$130,000 per house. Handout #2 shows the floor plan of the first 3 homes that will be worked on. Mr. Hill stated each home would have 1 nurse per 2 homes and 2 CNAs per home, for 5 residents in each home. The CNAs will not be doing the cooking or the housekeeping, they are not certified for that but we hope to get there eventually. The homes will be serviced by the food carts, environmental services will be doing the housekeeping and the homes will not be co-ed. Rex Morris has submitted plans for the remodels to the Office of Long Term Care for review and approval.

The bid process has begun for the installation of an emergency power source and estimates for asbestos abatement will begin within one week. A purchasing summary is being prepared for the DHS Chief Fiscal Officer for discussions on the best way to acquire the needed materials for the project. AHC does not have the storage space for materials used in all seven homes and the option of treating each home separately is being considered. The alternative to renovations is discharging approximately 40 residents and reducing both the licensed beds in operation and census. All other solutions to the problem have been explored with funding deficiencies being the primary reason for denials.

Mr. Micheal Burden made a motion for the Cottage Lane renovations to be approved. Ms. Dianne Thomas seconded the motion. Motion was passed

Video Cameras:

Mr. Micheal Burden requested DBHS to investigate how many times the Board had authorized the purchase of video cameras for ASH and how much they have spent on them. Mr. Burden felt some had been misplaced or stored away. Mr. Burden stated the approval for the purchase of cameras is requested about once a year. Mr. Breck Hopkins suggested when the data is put together, an explanation should be added about system issues and when the replacements went in because the system had to be upgraded in order to have the kind of monitoring the Disability Rights Center requires.

Mr. Micheal Burden made a motion for DBHS to investigate how many cameras and equipment have been bought for the monitoring system over the period of the last 8 years. Ms. Bonnie Coates seconded the motion. Motion was passed

Ms. Bonnie Coates questioned the expense by Centers for Medicare & Medicaid Services (CMS) requesting the replacement of 317 door and locks at a cost of \$290.00. Ms. Coates asked if CMS had approved the old locks. Mr. Breck Hopkins reported the problem was when the patients closed their doors they were being locked in. The new locks only lock when the patient comes out and the patient cannot get back in. The new locks are also anti-suicidal. Mr. Hopkins stated if DHS had built the building he would have recommended going back to the architects and contractors who installed and inspected those doors but we did not build it so that was not an option for us. Mr. Burden stated someone should be responsible for it and suggested before DHS builds another building it should all be approved by the governing agencies before it is built. Mr. Hopkins reported CMS will not approve anything in advance by letter and the only time they will look at it is when they or their contractors come out to survey, everything they do is after-the-fact. Mr. Hopkins stated he has tried many times to get their approval on other things and have not gotten it.

ARKANSAS SERVICES CENTER – JONESBORO

There have been no new developments with the sale of the ASC property. The city of Jonesboro is still interested in the property and is working with the Arkansas Department of Environmental Quality (ADEQ) to secure a Brownfield grant to reduce out-of-pocket costs for the property's re-development.

Mr. Micheal Burden made a motion for the DBHS report to be approved. Ms. Bonnie Coates seconded the motion. Motion was passed

NEW BUSINESS:

DHS SIS Board Stipend and Expense Information:

In accordance with ACA 25-16-901-908, the Board authorizes the \$60 stipend payment per official meeting attended and expenses for meals, travel, lodging and other associated expenses, which are provided to state employees for the members of the DHS State Institutional System Board throughout 2013 while on official business for the State.

Mr. Micheal Burden made a motion for the DHS SIS Board Stipend to be approved. Ms. Bonnie Coates seconded the motion. Motion was passed.

DYS Property Lease for the Colt Facility:

Mr. Young reported the property the Colt Facility was built on belongs to the University of Arkansas and DYS leases it for 10 years at \$225.00 per year. In order to continue to occupy the land the lease must be approved by the Board and signed by the Chairperson, Clara Ferron.

Mr. Micheal Burden made a motion for the DYS Property Lease for the Colt Facility to be approved. Ms. Dianne Thomas seconded the motion. Motion was passed.

OLD BUSINESS:

Little Rock Community Mental Health Center (LRCMHC):

Ms. Jennifer Gallaher handed out copies of the lease between the Little Rock Community Mental Health Center (LRCMHC) and the DHS/ Division of Behavioral Health Services. Mr. Foti reported that the lease contains deadlines to start and complete repairs and renovations. Mr. Foti asked if Mr. Grunden was complying with the lease as we understand it. Ms. Gallaher reported she spoke to him in person and as of today no he was not. Ms. Gallaher stated she sent one of her engineers to look at the roof in the latter part of November to observe the progress and to meet with Mr. Grunden. However, Mr. Grunden was not there. The next day Mr. Grunden sent Ms. Gallaher an email outlining the issues with the roof and told her that he would send her a report describing the next steps. Ms. Gallaher reported she has not received that information. Ms. Gallaher also noted that later she happened to see Mr. Grunden and he stated his intent was to purchase more tarps. Mr. Foti asked Mr. Hopkins if the Board has any leverage. Mr. Hopkins reported that in case of a breach of contract, the Board could notify LRCMHC to vacate. Mr. Hopkins recommended sending a letter to Mr. Grunden calling his attention to the lease terms, noting that nothing has been done, and seeking a written compliance plan. Mr. Doug Kidd asked if the LRCMHC had a Board and if the Board could send a copy of the letter to each LRCMHC member. Mr. Kidd asked if the LRCMHC Board knows what was going on with the lease. Mr. Burden declared that the lease was initiated in June, 2012, nothing has been done and the Board should give LRCMHC a final date to complete the work or vacate. Mr. Burden asked the Board to send a letter to Mr. Grunden and his Board. Mr. Foti recommended that if nothing positive happens within 90 days, the Board should invite Mr. Grunden and his Board to the next SIS Board meeting in April to explain the inaction. Mr. Foti stated that if Mr. Hopkins would write the letter, he would review it. Mr. Hopkins stated he would get the letter out by the following Friday.

Mr. Micheal Burden made a motion to send a letter from the SIS Board Chairperson Clara Ferron to Mr. Grunden and the Chairman of his Board with a 30 day time limit on the

remodeling per the LRCMHC lease. Ms. Bonnie Coates seconded the motion. Motion passed.

Mr. Foti stated on behalf of the SIS Board, he wanted to thank Ms. Jennifer Gallaher for her efforts in getting the Arkansas State Hospital back in the good graces of CMS and getting a lot of issues resolved so that ASH is not such a liability to the state. Mr. Foti also wanted to commend Mr. Ron Angel and his staff for getting DYS in compliance and out from under the Federal thumb. Mr. Burden also wanted to thank everyone and stated he has seen much improvement in every area since he has been on the board and he felt the right people were in the right place to get things done. Mr. Burden thanked Ms. Gallaher for hiring Mr. Jay Hill and reported the AHC is better than it has ever been and it was planned rather than thrown together. All of the SIS Board members fully agreed.

NEXT MEETING:

The next meeting will be on Thursday, April 11, 2013, at 1:30 pm, at the Arkansas State Hospital, 305 South Palm Street, Little Rock, AR.

Mr. Micheal Burden made a motion to adjourn the meeting. Ms. Bonnie Coates seconded the motion. Motion passed and the meeting adjourned at 2:40 pm.

Respectfully Submitted:

Dianne Thomas, Secretary